



27 MAR 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Deputy Director for Administration

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Inspector General Report on Industrial  
Contracting - Recommendation C-4

1. Recommendation C-4 of the subject report is: "That the Deputy Director for Administration, in conjunction with the Office of Security and the Office of Public Affairs, develop an appropriate guide for manuscript and other publication review which would apprise industrial contractors of existing review mechanisms and assist them in preparing requests." Said recommendation was approved by the DCI. This memorandum requests your approval of a plan to implement this IG recommendation. The request is included in paragraph 4.

2. On the 19th of this month, a meeting was held between the Offices of Public Affairs, General Counsel, Logistics, and Development and Engineering. The representatives from Development and Engineering and Logistics were from the industrial security elements of those organizations. At that meeting, it was proposed that:

a. Appropriate language establishing guidelines for review of material for publication be developed for inclusion in the Secrecy Agreement executed by contractor personnel. Action: OGC

b. The Agency's Publications Review Board perform the review of material submitted by contractors. Material will be submitted to the Publications Review Board by the contractor through the contracting officer. Action: OPA

c. The contractor be provided guidance on the submission of material in the industrial security manual or equivalent instructions on the basis that the industrial security manual is by reference part of the contract. Action: OL/SS and OD&E/SS

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d. Contracting officers will be notified of the requirement to forward material for review to the Publications Review Board by publication of a revision to  Action: OPA

3. I have considered this problem further and believe that the procedure discussed above is somewhat of an overkill. Most, if not all, of the papers from our contractors for which approval to publish is requested will involve substantive technical data on classified contracts. Such requests, even if considered by the Publications Review Board, must ultimately be considered and approved by the cognizant technical representative, security officer, and contracting officer responsible for the contract. The entire procedure must recognize that the relationship between CIA and the contractor cannot be disclosed. Without denigrating the Publications Review Board, we think that the review process can be handled more directly and effectively by the office with direct responsibility for the contract.

4. In lieu of the above, your approval is requested for the following plan which we think also satisfies the objective of the Inspector General to establish a formal review and to advise the contractor of same:

a. Include in the Agency's Acquisition Handbook a plan which would require that contractors' manuscripts are forwarded to the responsible contracting officer who will obtain review by the cognizant security and technical officers. Denials of requests must be concurred in by the cognizant Deputy Director prior to any notice to the contractor.

b. The submittal and approval plan would be included in the appropriate security manual for the contractors' information and, on the National Programs, would become a requirement for inclusion in security plans.

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c. Language in boiler plates of our contracts would be reviewed and modified as necessary to assure contractor understanding.

5. Our experience on this issue suggests that there has been little or no problem in the past. Should a significant growth occur in the number of manuscripts or other material submitted for review, an alternate method may then be required.

[Redacted Signature]

James H. McDonald

APPROVED:

[Redacted Signature]

Deputy Director of Central Intelligence

14 APR 1980

Date

Distribution:

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1 - DDCI

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